



AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER

- Consent Departmental Correspondence Action Public Hearing
 Scheduled Time for Closed Session Informational

FROM: Inyo County Planning Department

FOR THE BOARD MEETING OF: July 3, 2018

SUBJECT: Approve the contract with *Alta Planning + Design* for consultant planning and design services on the Caltrans SB-1 grant for Sustainable Transportation Planning (Olancha Cartago Corridor Plan) of which the State approved funding on May 8, 2018, and declare *Alta Planning + Design* a sole source provider

RECOMMENDATION:

Request your Board:

- A) Declare *Alta Planning + Design* as a sole source provider for planning and design services on the Olancha Cartago Corridor Plan Project;
- B) Approve the Contract between the County of Inyo and *Alta Planning + Design* consultant services for a not-to-exceed amount of \$204,933.00; and
- C) Authorize the chairperson to execute the contract, contingent upon obtaining appropriate signatures.

SUMMARY DISCUSSION: An SB-1 Grant was awarded by Caltrans to Inyo County on December 15, 2017. The Planning Department was notified by Caltrans to proceed with work on the Olancha Cartago Corridor Study, following final approval from Caltrans' Division of Procurement and Contracts on May 8, 2018. The Planning Department requires a consultant for the planning and design for this project.




On May 11, 2018, Inyo County Planning sent a Request for Proposals to a list of pre-qualified firms. Several firms requested additional information, but *Alta Planning + Design (Alta)* was the only proposal received. After evaluation of *Alta's* Proposal, Planning determined it is in the best interest of the County to declare *Alta* a sole source provider for the required consultant work on this project. It should be noted that *Alta's* price proposal came in well under the dollar amount required by Inyo County for this project. The not-to-exceed amount of this contract is \$204,933.00.

ALTERNATIVES: The Board could choose to deny the sole source request and request the Planning Department to advertise a Request for Proposals; this is not recommended, since *Alta's* proposal was received on time and under budget, they are a reputable firm with experience on small town and rural multi-modal projects, and this would delay the project timeline, as agreed upon with Caltrans.

OTHER AGENCY INVOLVEMENT: Auditor's Office, County Counsel and Risk Management. Potential participants in the Olancha Cartago Corridor Study include other County Departments, Caltrans, the Lone Pine Paiute Tribe and other tribal entities, the City of Los Angeles Department of Water and Power, the BLM, the local community and interested stakeholders, among others.

FINANCING: This project will be funded through the Caltrans Sustainable Communities Grant, approved with the State on May 8, 2018 to begin on the Olancha Cartago Corridor Study. Staff time is providing funding for the grant's local match. Adequate resources in the Planning Department budget (023800) for Fiscal Year 2018-19 in Professional and Special Service Expenses (Revenue Code 5265) and State Grants

(Object Code 4498), are available to reflect these revenues and costs. Work on tasks in accordance with this contract will carry forward into future budgets and will be evaluated accordingly during the budget process.

APPROVALS	
COUNTY COUNSEL: 	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS (Must be reviewed and approved by county counsel prior to submission to the board clerk.) Approved: <u>YES</u> Date <u>6/22/18</u>
AUDITOR/CONTROLLER: 	ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.) Approved: <u>yes</u> Date <u>6/26/2018</u>
Risk DIRECTOR: 	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: <u>✓</u> Date <u>6/22/18</u>

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)

 Date: 6/26/18

Attachments: Sole Source Justification Form; Contract.